

Money Management in eBudde

Where can I verify my Troop Bank Information?

Bank information is imported into eBudde by the Council from the Bank Account Confirmation / ACH Form submissions. This form is required from troops and service units. Verify that your troops bank info has been submitted by clicking on the "**Settings**" Tab and it's within the last section.

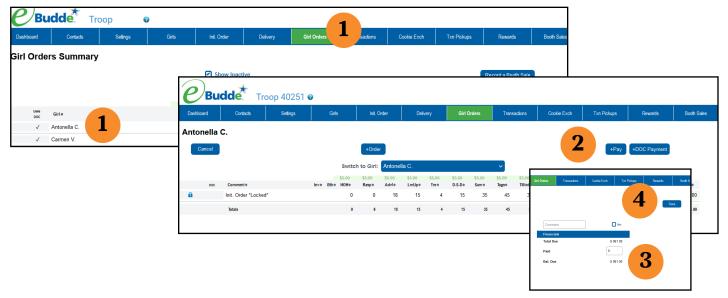
How much will be deducted on the first ACH on March 8?

The Initial ACH on March 8 is calculated by multiplying the number of boxes in the troop's Initial Order by \$1.25 MINUS any credit card payments council has received from Digital Cookie. The Initial Order can be viewed on the "Init. Order" Tab. To get the amount to be deducted, refer to the "Sales Report" Tab under "Overall" (Initial Order ACH).

Can I keep track of girls' payments in eBudde?

Yes! eBudde makes it easy to keep track of the amount owed to the troop from each girl.

- 1. Click on the "Girl Orders" Tab and the girl's name you wish to view.
- 2. Click on the "+Pay" button.
- 3. Enter the amount paid to the troop. Add a comment! This will allow anyone viewing to know the details later in the sale.
- 4. Click the blue "Save" button on the right.



Where do the Digital Cookie sales and payments show up?

Digital Cookie orders will appear in several areas: "Girl Orders" Tab under the girl that sold them, the "Transactions" Tab for the troops totals, and the "Sales Report" Tab.

Where do the Booth sales and payments show up?

Funds from cookies booths will show up in the "Girl Orders" Tab under the girls that participated in the booth. For a 'how-to' enter booth sales, see the Just In Time: Booth Recorder located on our website.

Notes:

Digital Cookie and Booth sales funds are credited to the girls/troop automatically in eBudde.

Please deposit all other funds collected from girls weekly - This is the best step to avoid NSF checks from customers.